



ARIZONA BOARD OF APPRAISAL

1400 West Washington, Suite 360
Phoenix, Arizona 85007
(602) 542-1558 Fax (602) 542-1598
Email: info@azboa.gov
Website: www.azboa.gov

FINAL MINUTES APPLICATION REVIEW COMMITTEE MEETING Thursday, July 18, 2013 at 1:00 PM

Call to Order and Roll Call

Meeting called to order by James Heaslet, Application Review Committee Chair at 1:15 PM

Committee members present at roll call:

James Heaslet

Mike Petrus

Frank Ugenti

Staff Attendance:

Jeanne Galvin – Assistant Attorney General

Debra Rudd -- Executive Director

Jessica Sapio - Staff

Approval of the minutes for the June 14th, 2013 meeting

Mike Petrus motioned to approve the minutes. Frank Ugenti seconded the motion. The motion was unanimously approved

Review of renewal AMC application regarding ISGN Solutions, Inc. #40055

The applicants appeared telephonically. The committee reviewed the additional information that had been supplied regarding complaints that had been filed against their company. Frank Ugenti made a motion to recommend approval of the renewal application. Mike Petrus seconded the motion. The motion passed.

Regarding the matter of the renewal certification #21593 for Voda Dragos

The applicant was present for the meeting. It was determined that the applicant failed to provide documentation of lawful presence in this country. Frank Ugenti made a motion to deny the renewal of the application, but the motion failed due to a lack of a second. Mike Petrus made a motion to leave the application open until August 31, 2013 or until he provides documentation, whichever comes first. James Heaslet seconded the motion. The motion carried on a vote of 2 to 1, with Frank Ugenti voting nay.

Review of application #AR11979 for Michael Santana

The applicant appeared before the committee to answer any questions that they may have regarding his application. The committee reviewed the file and Mike Petrus made a motion to recommend approval of the application to the full board. Frank Ugenti seconded the motion, which passed unanimously.

Regarding the matter of the renewal of certification #21580 for Walter C. Lambert

The applicant appeared before the committee to answer questions on his renewal application.

The committee reviewed his file and Mike Petrus made a motion to recommend approval of the renewal to the full board, pending the payment of the late fee. Frank Ugenti seconded the motion, thus it passed unanimously.

Regarding the extension of the application #AR11536 for Jerilyn Babicky

The applicant appeared before the committee to request an extension to take the exam. The committee questioned the applicant about the amount of time she needed to get this completed. After discussing her request, Mike Petrus made a motion to extend the application time until August 31st. Frank Ugenti seconded the motion. The motion was approved unanimously.

Review of the application #AR11978 for Cody J. Turton

The applicant was present at the meeting to answer questions from the committee. The committee reviewed the file which noted that he had a previous complaint filed against him that had been closed without prejudice to be reopened in the event he reapplied for a certification. Mike Petrus made a motion to recommend to the full board approval of the application and to reopen the complaint. Frank Ugenti seconded the motion. The motion passed unanimously.

Review of the application #AG11567 for Steven D. Dickson

The applicant appeared before the committee to answer any questions they had. The committee reviewed the file and James Heaslet made a motion to recommend approval of his application to the full board. Mike Petrus seconded the motion. The motion passed unanimously.

The Committee went off the record to review the remainder of the files. After reviewing the files, Mike Petrus made a motion to recommend to the full Board approval of all of the remaining items under III, IV, V, VII and VIII. The motion was seconded by Frank Ugenti, and unanimously approved.

Adjournment

The meeting was adjourned
at 2:30 p.m.

James Heaslet, Application Review Committee Chairperson

FINAL AGENDA
COMMITTEE ON APPLICATION REVIEW
July 18, 2013, at 1:00 P.M.

The Committee may go into Executive Session, which will not be open to the public, for the purposes of obtaining legal advice from the Board's attorney on any matters listed below or to consider confidential material pursuant to A.R.S. § 38-431.03 (A)(3) and A.R.S. § 38-431-03(A)(2), respectively.

I. Call to Order and Roll Call

II. Other Business

A. Report on number of Arizona Appraisers, Property Tax Agents and AMC's:

| | <u>7/2011</u> | <u>7/2012</u> | <u>7/2013</u> |
|--------------------------|----------------------|----------------------|----------------------|
| Licensed Residential | 411 | 318 | 276 |
| Certified Residential | 1197 | 1150 | 1118 |
| Certified General | 804 | 805 | 781 |
| July Totals | 2412 | 2273 | 2175 |
| Nonresident Temporary | 85 | 82 | 69 |
| Property Tax Agents | 360 | 377 | 344 |
| Appraisal Management Co. | | | 163 |

B. Approval of the June 13th minutes.

C. Discussion and possible action regarding Jerilyn Babicky's request for an extension to complete her certified residential application #AR11536.

III. Renewal Applications

20829 Calista J. Fiedler
21580 Walter C. Lambert
21593 Voda Dragos

IV. Applications Reviewed for the First Time

B. Certified Residential by exam unless otherwise noted

AR11978 Cody J. Turton
AR11979 Michael Santana
AR11989 Richard G. Roller (by reciprocity)

C. Certified General by exam unless otherwise noted

AG11567 Steven D. Dickson
AG11985 John F. Howden (by reciprocity)

V. Applications for License/Certificate Already Issued

A. Reciprocity

| | |
|-------|---------------------|
| 12055 | Stacy D. Price |
| 22287 | Thomas C. Cotton |
| 31962 | Elizabeth A. Knight |
| 31963 | Joel C. Baxley |
| 31964 | Robert Woods |
| 31965 | Buckner J. Harris |
| 31966 | Janalyn Kennard |

B. Nonresident Temporary

| | |
|---------|-----------------------|
| TP41450 | Christopher L. McDade |
| TP41451 | Elizabeth A. Knight |
| TP41452 | Nicholas A. Dworecki |

VI. AMC Renewal Applications

40055 ISGN Solutions, Inc.

VII. AMC Applications

| | |
|---------|------------------------------|
| AM12000 | RPM Appraisal Services, INC. |
| AM12016 | The Appraisal Hub, LLC |

VIII. CONSENT AGENDA

Discussion and possible action regarding appraisers who have not submitted or completed an application for their **April 30, 2013** renewal and have less than 30 days remaining in their 90-day grace period.

| | |
|-------|------------------------------|
| 10547 | James S. Vournas |
| 10719 | Karen S. Eastburn |
| 10874 | Cari E. Prescott |
| 11252 | Christopher Karkoski |
| 11261 | Carol C. Bellerose-Rasmussen |
| 11263 | Kerry L. Bonham |
| 11270 | Michael C. Ampazis |
| 11780 | James H. Duenez |
| 11803 | Nate S. Scheuermann |
| 12030 | Jeremique J. Clifford |
| 12042 | Samuel S. Storm |
| 20395 | John H. Scop |
| 20398 | Deedra L. Manning |
| 20482 | Todd A. Rasmussen |
| 20672 | Paul G. Ryan |

| | |
|-------|--------------------|
| 21537 | Adam R. Kowalski |
| 22199 | Suhail Y. Tayeb |
| 31833 | John M. Wilhelms |
| 31834 | David R. Schley |
| 31835 | Jeffrey D. Harthun |
| 31837 | John E. Carrothers |
| 31839 | James M. Bittel |
| 31840 | Kenneth W. Voss II |
| 31841 | Brent L. Mertz |

IX. Adjournment

Copies of this agenda and additional information regarding any of the items listed above may be obtained 24 hours prior to the scheduled meeting from the Arizona Board of Appraisal, 15 S. 15th Ave., Suite 103A, Phoenix, Arizona, Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding holidays. If a disabled person needs any type of accommodation, please notify the Board's ADA Compliance Coordinator, Juanita Coghill, as soon as possible prior to the meeting at (602) 364-0098.